

MARICOPA COUNTY BOARD OF SUPERVISORS MINUTE BOOK

**SPECIAL SESSION
August 2, 2005**

The Board of Supervisors of Maricopa County, Arizona convened in Special Session at 1:00 P.M., August 2, 2005, in the Supervisors' Conference Room, 301 W. Jefferson Phoenix, Arizona, with the following members present: Max W. Wilson, Chairman, District 4, Don Stapley, Vice Chairman, District 2, Andrew Kunasek, District 3; Fulton Brock, (entered late) District 1, and Mary Rose Wilcox, District 5. Also present: Fran McCarroll, Clerk of the Board, Juanita Garza, Minutes Coordinator, David Smith, County Manager and Paul Golab, Deputy County Attorney. Votes of the Members will be recorded as follows: aye-nay-absent-abstain.

PRESENTATION AND FUNDS ALLOCATION FOR EXTREME HEAT ADVISORY

Presentation and update on the extreme heat advisory situation in Maricopa County.

- Public Health Department
- Office of Emergency Management
- Medical Examiner's Office

David Smith, County Manager, commented on the heat advisory crisis and deaths that have occurred amongst the homeless in Maricopa County. Mr. Smith stated that County departments and not-for-profit organizations will speak on this matter and make recommendations on handling the crisis.

Osman Aloyo, Director of the Office of Emergency Management, reported that July was the third hottest month in history for the state of Arizona. The average high temperature reached 110°. Mr. Aloyo emphasized that Emergency Management does have a heat emergency plan in place and they are currently working on improving the plan. Mr. Aloyo briefed the Board on the department's on-going actions which were to review the heat index for changes, compare notes with Chicago (what worked and didn't work for them), and to continue to monitor the weather forecasts.

~ Supervisor Brock entered the meeting ~

Mr. Aloyo pointed out some of the recommendations made by the department to prevent reoccurrences of the current crisis situation:

- Have the Office of Communications, Public Health, and Emergency Management design a public education outreach program.
- Have Public Health meet with home care agencies to ensure their clients are safe (maybe do more visits during periods of extreme heat)
- Prepare news releases alerting the public where they can get information about hear stroke and protection from extreme heat.

Mr. Aloyo reiterated the emergency plan improvements for the future which included: better plan activation criteria, heat index specifically for the Phoenix Metro Area, and development of a new county comprehensive plan by March of 2006.

Chairman Wilson asked in which particular areas the deaths had occurred; Mr. Aloyo said that the majority of the deaths occurred in the Phoenix downtown area.

Robert French, Department of Public Health, reported that 31 deaths among the homeless and the elderly population may be attributed to excessive heat, inadequate hydration and lack of cooling or air-conditioned spaces. Mr. French indicated that the number of deaths increased during the last two weeks of July. Mr. French highlighted the intervention efforts of Public Health and other county departments that

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included: distribution of water and Gatorade; physician outreach staff to assess persons who may be suffering from heat exhaustion; and coordination with the state health department to send out heat-related prevention messages. Examples of local efforts included: City of Phoenix and City of Mesa took donations from the public; local churches provided air-conditioned facilities to those in need and the Arizona Department of Housing provided monetary support to expand shelter services. Mr. French stated that the department's main priority was to work on the development of a plan which could be implemented quickly in similar situations.

In response to a question from Chairman Wilson, Mr. French replied that temperature would not be the only element to come into play with the plan. The plan would be linked to the national weather alert; it would be more of a tier approach based on the season.

Chairman Wilson commented that the Board was working to fund relief efforts to get through this critical time, and at the same time drawing up a plan for future summers.

Dr. Keen, Medical Examiner, explained that several factors contributed to the deaths that have occurred in Phoenix such as age and the ability to cope with heat, side effects of certain medications due to the heat, and medical complications. Dr. Keen said "the question, is to what extend is heat or drugs playing a role in these deaths?" Dr. Keen distributed handouts that showed the cases in-house waiting to be examined and a visual of the room with bodies "stacked-up" due to the increased death toll.

Chairman Wilson asked Dr. Keen if he could provide a preliminary report as to how many deaths were related to drugs and alcohol. Dr. Keen said he did not have all the drug surveys to provide a report at this time.

Supervisor Stapley asked what affect if any the "meth" drug had on some of the deaths. Dr. Keen said it was too soon to tell how many deaths were caused by drug use. He said it would take about a month or two before they had a report. Supervisor Stapley asked Dr. Keen to share this information with the Board when available.

In response to a question from Supervisor Wilcox, Dr. Keen said that the normal number of cases handled per day is five, they were currently running six to seven cases per day and doctors were taking extra shifts. Dr. Keen indicated that the problem is not shortage of doctors, but the ancillary staff sometimes isn't available which slows down the process.

Supervisor Wilcox commented that it is a crisis when families have to wait two weeks to bury a loved one it puts people in a hardship situation. Ms. Wilcox asked if there was anything the Board could help with to speed-up the process. Dr. Keen responded that they try to be responsive and do the medical review and/or autopsies to standard procedure, but sometimes they come across bodies with no identification. These cases take loner as every attempt is made to make a positive ID on the body.

Mark Holleran, Chief Executive Officer of CASS, introduced the staff that spoke on the heat wave crisis.

Terry Boyer, Manager of the Day Resource Center (DRC), reported that due to the heat wave crisis the DRC opened their doors at night for six days straight, strictly through the efforts of volunteers. Mr. Boyer indicated that the DRC started with forty-five people and the number increased to 109. With the help of St. Vincent De Paul they were able to take in more people. Mr. Boyer stated that with the increased

number of people they served, there is definitely a need to continue and consider extended shelter services in the future.

Mike McQuaid, Managing Director Human Services Campus, took the opportunity to thank the County for their support. He spoke of the future goals/plans to meet the demands of the overflow of shelters and the need for ongoing shelter services. He indicated that St. Vincent de Paul and the Day Resource Center are not fully equipped and are not in condition to operate the overflow demand. He emphasized the need to get organizations involved to work together during the summer season and open more doors to the homeless.

Shelia Harris, Director of Arizona Department of Housing, echoed the need for extended shelter services and permanent housing for the homeless. She addressed the need for assistance from the County in an effort to permanently place the homeless in homes.

Darlene Newsom representing UMOM, United Methodist Outreach Ministries, reiterated the need for a year-round shelter and the need to look at more resources to plan for the future, because "homelessness will continue to be an issue."

David Smith briefly recapped the agenda item at hand, and commented that today's action and the contributions from other organizations would help get through the balance of this summer and fall. He indicated that the opening of the Human Services Campus would help place more homeless people into permanent homes and jobs, and shade structures around the campus would provide for temporary shade. He explained that there is a continued need for a targeted response to the current issue, but felt that today's contribution would be very effective.

Motion was made by Supervisor Stapley, seconded by Supervisor Wilcox, and unanimously carried (5-0) to approve the allocation of not-to-exceed \$50,000 of General Government – Non-Profit Funding (100-470-4774) to a new line item in General Government – Non-Profit Funding (100-470-4774) entitled "Public Health Extreme Heat Advisory Allocations". These funds will be used to reimburse non-profit organizations for their operational costs if they agree to open their doors for those people in need of cooler shelter during the extreme heat. (C8606011800) (ADM1806) (ADM904-001) (Addendum A-1)

Chairman Wilson called for a five minute break.

~ Supervisor Kunasek left the meeting ~

PRESENTATION AND DISCUSSION REGARDING THE ANNUAL CAPITAL IMPROVEMENT PROGRAM REPORT

Presentation on the Facility Master Plan Requirements

Manuel Marti, Facilities Management Department (FMD) Planning Manager

Presentation on the Master Plan and Recommended Capital Improvement Program

Steve Conner, FMD Director

Heidi Birch, FMD Principal

Neil Urban, FMD Senior Planner

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Manuel Marti gave an overview on the Facility Master Plan (FMP). Mr. Marti described the Facilities Master Plan as a document that sets forth the concepts and guiding principles for long-term spatial and operational requirements and develops options for facility locations based upon cost-effective delivery of services. He briefly outlined the strategic goal, purpose, considerations and elements of the Master Plan as follows:

Facilities Management Department (FMD's) Strategic Goal:

- By the end of fiscal year 2009, to develop a County-wide Master Plan addressing the space needs of all County departments in order to develop a strategic and comprehensive Capital Improvement Plan.

Purpose of the FMP is to guide a department's future space development in order to:

- meet the county's visions
- support the county's mission statement and strategic plan
- Identify the department's long-range space and operational requirements
- Identify optional facility locations
- Reflect the direction, physical needs, and overall approach to meet the department's facility requirements for five and ten-year time frames
- Identify opportunities to meet long-term service delivery needs and capital costs

Considerations to achieve the purposes:

- Services that the department intends to provide
- New or improved work delivery methods
- Effect of county's population growth upon the department's service demands
- Environmental impact and proposed mitigation measures
- Effect of alternative transportation
- Image that the county wishes to project

Elements of a FMP:

- The Department's Organization, Mission, Vision, and Strategic Plan
- Staffing projections
- Current and emerging trends affecting the department's strategic plan, service delivery, and performance measures
- Space requirements
- Operational and functional issues
- Existing facilities evaluation
- Site analysis, design considerations, and building options
- Capital improvement plan, including funding alternative, project costs, schedules, and operational budget.

Mr. Marti indicated that FMD initiated an overall staffing master plan to use as a guideline for forecasting and projecting needs of other departments.

Mr. Marti concluded his presentation by updating the Board on the status of the Master Plans. He reported that four projects have been completed, five projects are in progress, and approximately forty projects are scheduled for the future.

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Steve Conner, FMD Director, gave a general overview of the Superior Court Master Plan indicating that the primary objective of the master plans is to "evaluate existing court facilities and future needs, and to develop criteria for optimal delivery of court services for all Maricopa County residents." He outlined the goals depicted in the Master Plan:

- Meet the caseload demands of Maricopa County
- Improve operational efficiency
- Meet projected growth for court facilities to 2015
- Make use of existing court facilities if appropriate
- Identify and recommend options for development of new courts facilities
- Identify cost and schedule associated with the renovation and construction of court facilities

Chairman Wilson asked the reason for choosing the Courts for the next master plan project and was told that FMD felt that the next biggest impact was the courts, after the jails. Mr. Conner agreed with the Chairman that FMD needs to look for direction from the Board in deciding which master plan project to implement next. He informed the Chairman that the master plan being presented today was a budgeted master plan.

Mr. Conner compared the Old Court House, built in 1929 with the growth and needs of today. He reported that Maricopa County's current population is at 3.2 million with 128,373 case filings and 128 Judicial Position Equivalents (JPEs). Mr. Conner outlined the progression of determining the number of courtrooms needed in the year 2015. He stated that population and growth were the main determining factors. Growth leads to the number of case files, which leads to the number of JPEs needed to handle caseloads, which determines the number of courtrooms needed.

Mr. Conner referred to a population projection graph for Maricopa County that showed the population growth from the year 2000 through 2015, with a projected growth for Maricopa County in the year 2015 to 4.7 million.

Supervisor Stapley commented that the 3.2 million populations depicted in the graph was from the 2000 census which would make the projected population growth for 2015 greater than 4.7 million.

Supervisor Brock agreed with Supervisor Stapley that the number may be greater than what was projected for the year 2015.

Mr. Conner pointed-out a graph that represented population growth by superior court region with the largest growth occurring in the West Valley, followed by the Northwest and Northeast Valley. He followed by briefly summarizing the different types of cases including: Probate, Family, Juvenile, Civil, DUI, Domestic Violence, and Misdemeanors. Mr. Conner explained that the purpose of comparing case filings to population is to establish a rate per 1000, which is then applied to the regions based on their population: (ex. Probate 2.9 cases/1000 population, Family 12.46/1000 population). This analysis helped determine the number of JPEs needed; it also establishes work standards for each case type. He indicated that the number of cases handled per year lead to the JPE projections for the year 2015 according to court type.

Mr. Conner also reported that 141 existing superior courtrooms were assessed, 10 of the courtrooms were rated as inadequate, and only 131 courtrooms out of the 141 were recommended for reuse.

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In response to a question from Supervisor Stapley, Mr. Conner asserted that a courtroom may be rated inadequate because of its size, generally too small. Mr. Conner added that by the year 2015 a total of 69 courtrooms will be required to meet court demands. Mr. Conner continued his presentation by highlighting the five key recommendations that would be presented to the Board to meet the 2015 demand for additional courtrooms:

- Integrate the separate buildings of the Downtown Superior Court Complex to achieve operational efficiencies and improved space utilization.
- Co-locate superior court facilities with planned consolidated justice court facilities within the regional centers to achieve increased efficiencies.
- Provide a total of 69 new courtrooms for the five regions.
- Reuse 131 of the existing courtrooms that are rated as adequate or marginal.
- Consolidate all criminal proceedings downtown.

Supervisor Stapley commented that he was under the impression that the Southeast Complex had a long-term commitment to serve as a full service court for the criminal division. Supervisor Stapley indicated that he would like to study the commitment further before making any decisions on the location of the criminal courts. Mr. Conner agreed that this was still a decision-in-process, but the recommendation to consolidate all criminal proceedings downtown is being brought forth as an option.

Supervisor Brock commented on the projected 2015 population growth numbers and said he felt the numbers were "skewed". He stated that the 4.7 million projected growth numbers seemed more realistic today. Supervisor Brock also commented on the Supervisor's Auditorium poor utilization of space. Mr. Brock suggested going back to the architects, with the support of the Board to consider tearing down the entire building and making it a multi-use facility with courtrooms.

Mr. Conner replied by referring to a picture of the projected Unified Downtown Courts Complex and explained the reasons behind the location of the court towers. One reason was the connectivity to the Central Court and East Court for easy access. The second reason was the connection and transport of inmates into the criminal court tower. Mr. Conner added that the West Court building is currently used primarily for administrative purposes.

Discussion ensued among the Supervisors as to the recommendation to consolidate all criminal proceedings downtown and the impact this could bring to downtown Phoenix and the public. The Supervisors agreed that they did not want to bring the process to a halt, but would like to review this matter further before coming to a decision as to the location of the criminal courts.

Heidi Birch, FMD Principal, addressed comments made by the Board regarding bringing the criminal courts downtown and said that FMD did look at other options; not all downtown facilities would be limited to criminal. Ms. Birch continued with her presentation and briefed the Board on the Courts Master Plan by outlining the recommended sequence for moving forward with the renovation and construction of the court buildings. She pointed out to a slide that represented a graph of the recommended court projects not yet funded at \$313 million and budgeted courts program at \$97 million, (which included the Justice Courts, NE Superior Court, and East Court Phase I).

Chairman Wilson asked what the figures presented on this graph were based on. Ms. Birch replied that in order to determine the master plan courtroom space, the number of courtrooms, in amount of administrative space and the size of judicial suites was documented and quantified. The required square footage was estimated and then calculated in terms of associated costs. Ms. Birch indicated that the

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figures on the graph included a 10% increase, from the original master plan, to reflect the current increase in construction costs.

Supervisor Stapley asked if the Public Fiduciary would be located in the Downtown Justice Center. Ms. Birch replied that current plans for the Public Fiduciary show this department moving into the Security Building.

Supervisor Stapley referred to the last page of the handout and asked if security was the main reason for centralizing the new Criminal Court Tower downtown between the East Court and the Central Court. Ms. Birch said, "Yes" and explained that the main entrance plaza would be the primary public access to the whole complex which would provide operational efficiency and security with one secured entrance for the public and the judges and another entrance for inmate access. Chairman Wilson requested more time to review the master plan and the numbers, before making any decisions.

Supervisor Wilcox requested that staff provide other options for review and said that she would like to hear Judge Mundell's thoughts on this project. She also questioned the number of courts on the west side, indicating there were fewer courts on the west side than other areas of the County. Ms. Birch briefly informed the Board that 29 courtrooms have been included in the overall plan proposed for the Northwest and Southwest areas.

Judge Mundell stepped forward to address the Board and thanked them for the new NE Complex opening in September and NW Justice Courts Complex opening in November. Judge Mundell stated that she was not aware that the Board had not made any decisions in regards to consolidating all criminal proceedings downtown in the new Criminal Tower. She said that it was her understanding that the main reasons for focusing all criminal downtown were security issues and the cost of transporting inmates from one place to another.

Supervisor Brock thanked Judge Mundell for her comments and made additional comments regarding centralizing all criminal proceedings downtown and the need to escalate the projected population growth numbers for the year 2015. Supervisor Brock said that he did not agree in using downtown as the center for all criminal cases, mainly because of the security issue.

Judge Mundell indicated that she agreed with Supervisor Brock's comments and assured the Board that other options were still being discussed such as retaining some cases at the Southwest Complex to accommodate the officers, victims, and witnesses.

In response to a question from the Chairman, Judge Mundell replied that the Justice Courts do have video conferencing capability, but was not aware of any other progress been made in regards to video usage in the courtrooms. The Chairman asked Judge Mundell to follow-up on this matter.

Heidi Birch stepped forward to present the next slide on the Downtown Campus Guide to Development which covered the development goals, lessons learned, and site development strategies for the downtown campus master plan.

Supervisor Stapley asked what would be the closest light rail access for the downtown campus. Ms. Birch responded that 1st Avenue and Jefferson would be the closest access. She continued by discussing the future development potential for the downtown campus. It was determined that "traffic"

was the major limiting factor to future development of the approximately 1 million square feet of land remaining to be developed.

Supervisor Wilcox asked what the square footage was for the previously planned Plaza de Maricopa building. Supervisor Stapley responded that it was approximately 700,000 square feet.

Ms. Birch stated that the need for parking areas was analyzed and two options were developed. The most efficient option was to build parking with each building and Ms. Birch referred the Board to a slide that demonstrated the vertical building organization showing the concept of parking above ground level. Ms. Birch briefly outlined the progression for the development phasing of the Downtown Campus and pointed-out the study recommendations made by the FMD staff. Ms. Birch concluded her presentation by going over the budgeted numbers for Phases 2 and 3 of the development plan.

Supervisor Stapley expressed his concern about the lack of funds for the proposed project and said that perhaps David Smith, County Manager, could comment on potential ways to approach this. Supervisor Stapley asked if lease-to-own would be an option to consider for this project.

David Smith said, "We are looking at a relatively stable future as soon as we clear the Health Plans." Mr. Smith stated that there are tools at hand to fund the projects: money from the most recent fiscal year, budget capacity set aside, and the \$20 million returned from the state that will be available next year. Mr. Smith added that other resources and other departments could help contribute to the Capital funds.

Sandi Wilson added that there are \$13 million dollars for operating capacity toward debt to move forward with some of the projects.

Discussion ensued as to other resources to consider. Supervisor Stapley suggested a private sector partnership that could provide for commercial, retail, or entertainment uses in the same buildings.

Neil Urban, FMD Senior Planner, presented the Animal Care and Control master plan which covered the following topics: strategic goals, animal care issues facilities issues, customer services issues and recommendations for the animal care facilities. Mr. Urban stated that the pet population continues to grow and the demand for animal care services will increase.

Mr. Urban referred to a graph that demonstrated the results of effective programs which reflected the number of animals per capita and the per capita projected service demands, the goal was to reduce the projected service demands and maintain a constant level of service. Mr. Urban stated that this would require an increase in the number of kennels and an upgrade of facilities due to serious deficiencies.

Mr. Urban reported that the Durango and Mesa facilities were assessed and found to be in poor condition. The Durango facility FCI was 36.01% and the Mesa FCI was 21.29%, neither is designed to meet the demand of an increasing population. Mr. Urban showed photos of some of the facilities poor conditions and outlined some of the issues they currently face: inadequate public waiting area, quantity and size of kennels, office space is shared with animals, and storage cages with no cooling system.

Mr. Urban continued by presenting the capital projected costs and recommendations:

- Construct a new full service facility and Pet adoption center at Durango campus
- Adapt the existing pet adoption center to focus on cat adoption
- Construct a new full service facility and pet adoption center in Mesa

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- Upon completion of the new facilities, evaluate service demands in the west valley and determine timing and location for a west valley full service facility
- Implement new fee structure to enable funding debt service on cost of capital projects

In response to a question from Supervisor Brock, David Smith responded that Animal Control has existing partnerships with PetCo and Petsmart who will sponsor the new adoption center. Mr. Smith stated that other organizations such as; Friends of Animal Control are willing to partner with the county to support some of the new programs. Mr. Smith indicated that most of the funding for the new animal care facilities would have to come from the County.

Supervisor Brock commented on the need for support and feedback from the public in terms of determining whether or not more sites are necessary. Mr. Brock also suggested raising the level of awareness on pet adoption.

David Smith responded to Supervisor Brock's comments and said that not-for profit organizations and rescue teams are working towards a goal of increasing the number of healthy adoptable animals and eliminating euthanasia.

In response to a question from Supervisor Stapley, Mr. Urban responded that their proposal is to build two new facilities at Durango and Mesa.

Chairman Wilson took the opportunity to thank Mr. Urban and asked if additional services could be provided at the new sites. Mr. Urban said, "Yes, part of the concept is to provide retail space for the sale of accessories and pet grooming."

Heidi Birch gave an overview on the 1997 Criminal Justice System Planning report update which covered the 2005 Criminal Justice System Planning results:

- Review all available adjunct 1997 Master plan documents,
- Provide an evaluation and status of all prior recommendations made in the 1997 report,
- Assess the operational effectiveness of new facilities,
- Develop growth projections of the adult and Juvenile populations to 2020,
- Assess future bed space needs,
- Recommend reduction to the ADP and ALOS for adults and juveniles,
- Recommend an implementation plan and projected operational costs, and
- Develop a financial plan and evaluate current available funding.

Ms. Birch concluded her presentation by informing the Board that FMD was currently advertising for a consulting firm, which would be brought back in November to the Board for approval, the FMD staff would continue to make quarterly status updates to the Facilities Review Committee and the Citizens Jail Oversight Committee, and FMD anticipated having final recommendations for the Board by next fiscal year.

Supervisor Wilcox said that it was time to review and update the Criminal Justice Planning report. She requested that FMD update the Board as projects move forward. Ms. Birch replied that FMD would update the Board on a quarterly basis.

Supervisor Stapley commented on the need for an administration office for the Sheriff's Department and questioned the proposed location of the new administrative office at the Durango location. David Smith

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asserted that there is a possibility that the Sheriff's headquarters could be based downtown. Ms. Birch replied that it is an option to consider.

Ms. Birch continued with an overview of the Capital Improvement Program that provided appropriately sequenced projects which included recommended court projects not yet funded and budgeted court program: (Justice Courts, NE Superior Court, East Court Phase I), followed by the budgeted Jail Program: (Madison Street Jail, Towers, and Durango Jail demolition), a new Durango Jail and a list of unfunded capital improvement budgets updated based on the escalation of costs since the 2003 budget was determined.

Chairman Wilson commented on the anticipated budget for the shooting range and said that he would not support funding this project at the current cost. The Chairman felt Buckeye was not an ideal location and requested the opportunity to explore other options and locations. Ms. Birch said that they would explore other options and other locations and would report back to the Board.

Supervisor Wilcox said that location of the shooting range has been an ongoing debate; she indicated that Buckeye could be the only location without intrusions.

Supervisor Stapley asked for permission from the Chairman to the lead in the decision-making of the Southeast Criminal Justice Project and report back to the Board on its progress.

Ms. Birch continued discussion on the remaining unfunded capital improvement projects: Animal Care & Control, 4-Block development phase, and Planning & Development building.

Discussion ensued as to the possibility of including Planning and Development in the 4-Block development phase.

Ms. Birch concluded with the remainder of the list: Emergency Operations building, Public Health building, Juvenile Probation and the completion of the Security building. Ms. Birch briefly recapped on the list of requests from the Board: return for discussion on the Superior Court master plan along with the Sheriff's office, the Presiding Judge, County Attorney's office and OMB's review of operational costs; return with information on Southeast Criminal Justice project with feedback from District 1 & 2; work with District 4 & 5 on the Buckeye Hills project; provide quarterly reports on status of the jails master plan update; finalize the master plan for emergency management and the management plan for the Sheriff's administration building; and look at opportunities to include some of the Sheriff's office functions in the downtown area.

Chairman Wilson asked David Smith to prioritize the list.

~ Supervisor Wilcox left the meeting ~

Mr. Conner concluded by thanking the Supervisors for the opportunity to present the master plans before the Board.

MEETING ADJOURNED

There being no further business to come before the Board, the meeting was adjourned.

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ATTEST:

Max W. Wilson, Chairman of the Board

Fran McCarroll, Clerk of the Board